


ADDENDUM No. 2

TO: ALL BIDDERS
FROM: CITY OF HIALEAH
BID #: 2015/16-8500-60-004
RE: Leasing of copier and copier support services
DATE: June 23, 2016

The original contract documents for the entitled: **Leasing of copier and copier support services** need to be amended as noted in this Addendum No. 2.

This Addendum No. 2 consists of 1 typed pages and 1 addendum receipt form (ARF). All of the terms and conditions in the original Contract Documents shall remain unchanged, except as stated in this Addendum No.2. This Addendum shall become a part of the Contract Documents.

Approved for issue:  Date: 6/23/16
Angel Ayala – Acting Purchasing Director

ACKNOWLEDGMENT

Receipt of this Addendum No. 2 shall be acknowledged in the space provided on the ADDENDUM RECEIPT form – ARF (Copy attached) now a part of the Contract Documents to be faxed immediately to the City of Hialeah Purchasing Division (305) 883-5871 and submitted with sealed bids.

QUESTIONS AND ANSWERS

Question 1: Will consider machines that do not do 11x17 printing but can do letter/legal. It will greatly affect price and I have a 55ppm machine which will meet all other criteria?

Answer 1: **Please add 11x17 features as an optional cost.**

Answer to question no. 2 in addendum 1 reads as follow:

Minimum of 3 trays, also include the cost of additional trays as an optional cost.

Correction to answer should be as follow:

A minimum of 2 trays, one 8x11 and one 8x14. Please include additional trays of all sizes as optional cost.

CITY OF HIALEAH

Leasing of copier and copier support services

RFP 2015/16-8500-60-004

ADDENDUM No. 2

CONTRACTOR'S NAME _____

ADDRESS _____

PHONE NO. _____

CONTACT NAME _____ **SIGNATURE** _____

THE BIDDER ACKNOWLEDGES RECEIPT OF THE FOLLOWING ADDENDUM BY SIGNING AND DATING BELOW: (Copy of this form must be faxed immediately to the City of Hialeah at (305) 883-5871).

ADDENDUM

SIGNATURE

DATE

2

ARF